

Highland Creek Elementary School
Form to Request Absence for Valid Educational Opportunity K-5

This form must be completed by the student's parent/guardian and filed with the principal at least five days prior to the absence.

STUDENT'S NAME: _____

REASON FOR REQUEST: _____

DATE OF REQUESTED ABSENCE: _____

BENEFITS FOR STUDENT: _____

NC Grade Level Standards Connection: _____

** Check <http://www.ncpublicschools.org/curriculum/> for more information on NC Grade Level Standards

DATE

PARENT/GUARDIAN SIGNATURE

Parents,

Valid Educational Opportunity Requests will be approved based on the following criteria:

1. Valid Educational Opportunity
2. Student is on or above grade level
3. All makeup work is completed
4. Student/Parent attaches a description of the intended project, prior to absence.
5. Student creates and **submits to principal** a satisfactory project (example: report, portfolio, or PowerPoint presentation) upon one week of return.

This student is performing on or above grade level _____.

Teacher Signature

_____ Approved Excused Absence (upon submission of project)

_____ Not Approved Unexcused Absence

Principal's Signature

Date

Note: If this request is approved, the student is responsible for requesting make-up work from all teachers PRIOR to the absence.